

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> <i>(See Instructions on reverse)</i>		LEAVE BLANK	
		JOB NO.	N1-142-86-8
TO: <b>GENERAL SERVICES ADMINISTRATION</b> <b>NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408</b>		DATE RECEIVED	7-7-86
1. FROM (Agency or establishment) <u>Tennessee Valley Authority</u>		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION <u>Office of Power Operations</u>		In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.	
3. MINOR SUBDIVISION <u>Division of Operations Support - Power Service Shops</u>		DATE	ARCHIVIST OF THE UNITED STATES
4. NAME OF PERSON WITH WHOM TO CONFER <u>Ronald E. Brewer</u>		5. TELEPHONE EXT. <u>FTS 858-2520</u>	<u>11-8-86</u> <i>Frank A. Bunker</i>
6. CERTIFICATE OF AGENCY REPRESENTATIVE			

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of 2 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

A. GAO concurrence:  is attached; or  is unnecessary.

B. DATE <u>6-27-86</u>	C. SIGNATURE OF AGENCY REPRESENTATIVE <i>Ronald E. Brewer</i>	D. TITLE <u>Assistant TVA Archivist</u>	
7. ITEM NO.	8. DESCRIPTION OF ITEM <i>(With Inclusive Dates or Retention Periods)</i>	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN <i>(NARS USE ONLY)</i>
	<p><u>MATERIALS HANDLING EQUIPMENT INSPECTION REPORTS</u></p> <p>These records document the certification of inspections performed on various pieces of material handling equipment, such as forklifts, cranes, and hoists, at the Power Service Shops (PSS).</p> <p>The guidelines for the maintenance and control of these records are set forth in TVA's Office of <u>Power and Engineering Administrative Instructions</u>, VI RECORDS. These guidelines implement the requirements of TVA's <u>Nuclear Quality Assurance Manual (NQAM)</u>, Part III, Section 4.1 and ANSI N45.2.9-1974 with exceptions listed in the TVA Topical Report, TVA-TR75-1. They are also required as part of the PSS <u>Quality Assurance Procedure Manual</u>, Part 12.2, Quality Assurance Records.</p> <p>As required, all material handling equipment must have certification of inspection before placement in an operating plant and periodic inspections thereafter. After review and sign-off, these reports become part of the QA record.</p> <p>The record copy of these reports is kept in the Document Control Unit. Duplicate copies are maintained in the</p>		

*Copies sent to Agency, NNA, LNA, 11-7-86. emh*

**Request for Records Disposition Authority – Continuation**

JOB NO

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7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p>Engineering Section. Total accumulation since 1977 is 24 cubic feet. Material is filed alphabetically by type of equipment.</p> <p><u>DISPOSITION</u></p> <p>Record Copy: Destroy when equipment is retired.</p> <p>Duplicate as record copy: Destroy when equipment is retired.</p> <p>All other duplicates: Destroy when no longer needed for administrative purposes not to exceed two years.</p>		